ASUCRP NATIONAL CONFERENCE IN SALT LAKE

The 2002 ASUCRP (Association of State Uniform Crime Reporting Programs) National Conference will be held in Salt Lake City, November 4-6, 2002. The conference will be held at the WestCoast Hotel at 161 West 600 South in Salt Lake City. (Parking at the hotel is free!)

Having this national convention in our own backyard is a great opportunity for Utah law enforcement agencies, and we are hoping that as many local agencies as possible will be able to attend. For more information about the ASUCRP conference, please see our web site at http://bci.utah.gov/UCRIBR/asucrp2002.pdf, and keep watching for more information from BCI.

Attending this conference will allow you to meet with UCR representatives from state and federal agencies, and give you the chance to learn how use and analysis of your statistics can benefit your agency. Software vendors will also be in attendance to display their latest products.

You can also discuss common concerns and problems, as well as learn about new technology and procedural updates. Attendance will also give you the chance to see how UCR and IBR statistics are being used and analyzed at local, state, and national levels.

Utah law enforcement agencies should have already received registration information for the conference. If you did not receive this information, or if you have any questions about the conference, please contact BCI at 801-965-4566 or 801-965-4454.

For more information about the Association of State Uniform Crime Reporting Programs, see http://www.asucrp.org

COURTS – FINGERPRINTING & SUMMONS

COURTS – an individual is brought into your court on a felony summons. This individual has not yet been fingerprinted for the offense. Is it your responsibility to see that this individual is fingerprinted?

Yes - according to UCA 53-10-207!

This law states that "every peace officer shall cause fingerprints of persons he has arrested to be taken on forms provided by the division (BCI) and the Federal Bureau of Investigation." These fingerprint forms must then be forwarded on to BCI and the FBI.

In addition, 53-10-207(3) states: "At the preliminary hearing or arraignment of a felony case, the prosecutor shall ensure that each felony defendant has been fingerprinted and an arrest and fingerprint form is transmitted to the division (BCI). In felony cases where fingerprints have not been taken, the judge shall order the chief law enforcement officer of the jurisdiction or the sheriff of the county to cause fingerprints of each felony defendant to be taken on forms provided by the division (BCI.)"

All of BCI's criminal records are based on fingerprints. Without fingerprints, a criminal arrest and subsequent court action *cannot* be entered into BCI's database. Thus, those who have reason to view the individual's criminal record in the future will not know the full extent of the individual's criminal actions.

Please do your part to see that those brought into courts on summons are fingerprinted; either by your court or by local law enforcement.

RESETTING PASSWORDS AND BYPASSING CERTIFICATES

RESETTING PASSWORDS:
The TAC should have the capability to reset passwords for users in their agency as long as the password had not been disabled by BCI, or has not been expired for more than 30 days.

If the TAC is not available the operator can call in to BCI to have their password reset. To verify their identity, the operator must be able to give their logon, agency ID, and their personal id number. If the operator's access has been disabled for any other reason than excessive failed logons, the TAC will need to contact BCI to have the password reset.

BYPASSING DIGITAL CERTIFICATES:
If a general bypass is needed (the user is waiting for their certificate, new logon, etc.) the TAC or Alt TAC must call or send in the request to BCI. Only in emergency situations (certificate becomes corrupt, problems with the system, etc.) will BCI bypass the certificate for a user. In emergency cases we will only bypass the certificate once. If additional bypasses are needed, the TAC or Alt TAC will need to contact BCI.

If a certificate has been bypassed 3 times, the TAC will need to contact BCI management to have the certificate bypassed.

If an agency is using an outside vendor's product to access the UCJIS files and access problems occur, BCI can only check the information on the operator's logon. For more specific troubleshooting, the agency will need to contact the vendor for assistance.

NCIC VALIDATIONS

We are now in the final phase of NCIC2000. This means that **all NCIC entries that need to be validated will have to be touched (modified) if you want them to remain on NCIC**. If this is not done, NCIC will *automatically* purge the untouched files. If your agency does not have access to NCIC on-line, you will need to make sure that a policy is in place with the entering agency on how your NCIC entries are to be validated.

If you have any questions, please contact Della Miller at dimiller@utah.gov, (please note the new e-mail address!) or call at 801-965-4454

DID YOU KNOW? NITROUS OXIDE AND FALSE INFORMATION

AGENCIES – Did you know that it is now a Class A Misdemeanor when a person is caught using nitrous oxide? In the past it was a Class B Misdemeanor when a person was caught in possession of nitrous oxide with intent to use to get high. (That law is still in place and you may continue to use it.)

The new law requires proof that the offender did use the nitrous in your jurisdiction to get the Class A Misdemeanor.

Also, it is a Class A Misdemeanor to give a false name, address or date of birth to a peace officer if the information given is real information belonging to another person. (It is still a Class B Misdemeanor if the offender gives strictly fictional information.)

STOLEN VEHICLES WITH OANs ONLY

All users that have NCIC on-line access can now modify, clear, cancel, and locate stolen vehicles that have been entered with only the OAN (Owner Applied number). (These are stolen vehicles that have been entered without a valid LIC or VIN.)

NEED HELP? CONTACT TWX HELP E-MAIL ADDRESS

Need assistance with passwords, logons, system access, or anything else dealing with BCI? We have set up a new e-mail address where agencies can send such questions.

The address is: dpstwx@utah.gov , and we invite all law enforcement agencies to try it out. (This address is for agency use only. Please do not give it to the public!)

TEN PRINT APPLICANT CARDS

BCI has recently gone through a backlog of 10-Print fingerprint cards that were submitted for UCJIS access with a BCI logon. Unfortunately, some cards will be further delayed when they are returned to the submitting agency because they are not filled out correctly, or are missing mandatory information. Following these guidelines will help to alleviate some of these delays.

When filling out the 10-print card, please use black ink and please print legibly. The following marked fields must be filled out: (please refer to fingerprint card on last page of Newsletter.)

1) REMINDER-Please print in black ink.
2) Name of applicant. (Last name, First name, Middle name)
3) <u>Any</u> AKA's, including maiden names.
4) DOB and physical information. Remember, HGT and WGT are in whole numbers. i.e., 5 feet 6 inches is 506, 5 feet 11 inches is 511.
5) Signature of the person that is being fingerprinted.
6) Residence - the physical (street) address of the person being fingerprinted.
7) Date fingerprinted and signature of the person taking the fingerprints.
8) Employer name and employer address of the person being fingerprinted.
9) Reason being fingerprinted. For BCI logon purposes this should *always* be Law Enforcement Applicant or L. E. Applicant.
10) Background information of the person being fingerprinted including citizenship (What country: i.e., USA), Armed Forces number, Social Security Number.
11) OCA should always be L.E.

The *only* fields that are optional in the above list are AKA's and Armed Forces number. These should be left blank if the applicant has no AKA's or has never been in the Armed Forces. All other fields are *required*. Cards should be filled out prior to taking the fingerprints to prevent smudging as much as possible. Also, remember to submit two cards per person for the fingerprint background check.

Remember - taking a few extra minutes to completely and properly fill out the applicant cards may save you weeks in the long run! If you have any questions about filling out a card, please contact Chuck Collett at ccollett@utah.gov or 801-965-4409 before sending the card to BCI.

CHANGES TO PROCEDURES FOR ENTRY OF AN ALIAS

This information is taken from the NCIC Technical and Operational Update (TOU) 02-4, issued on July 22, 2002:

CHANGES TO PROCEDURES FOR ENTRY OF AN ALIAS TO SUPPORT THE NCIC 2000 ENHANCED NAME SEARCH CAPABILITY

AFFECTED BY CHANGE: Missing Person File
Protection Order File
Convicted Sexual Offender Registry File
Convicted Person on Supervised Release File
Violent Gang and Terrorist Organization File
Wanted Person File

EFFECTIVE DATE: Immediately

Background

With the implementation of NCIC 2000 in July 1999, many enhanced and new capabilities became available. One new capability was the Expanded Name Search (ENS). If a name/date of birth inquiry includes a "Y" in the ENS Field, NCIC will use each name part as the surname and interchange the remaining name parts as the given name. For example:

Bryan, Morgan Lee
Bryan, Lee Morgan
Morgan, Lee Bryan
Morgan, Bryan Lee
Lee, Morgan Bryan
Lee, Bryan Morgan

To support the ENS capability and the enhanced name search algorithm, the entry guidelines for the Alias (AKA) Field must be revised. Current guidelines recommend the entry of an alias only when the surnames differ. To take full advantage of the ENS capability, whenever any alias name part does not yet exist in the record, that alias should be entered in the AKA Field.

Manual Changes

Additions to the NCIC 2000 Operating Manual are indicated by highlighting and deletions are indicated by strikeout.

Missing Person File, Section 8.8
Protection Order File, Section 8.8
Convicted Sexual Offender Registry File, Section 8.8

Convicted Person on Supervised Release File, Section 8.8
Violent Gang and Terrorist Organization File, Section 16.8
Wanted Person File, Section 8.8

MESSAGE FIELD CODE EDITS FOR SUPPLEMENTAL RECORD ENTRY

1. ALIAS (AKA)

1. Field code AKA followed by a slash is used to identify an alias(es). An alias includes any name in which the surname is different from the surname in the NAM Field and any surname spelling variations. Name spelling variations of the first or middle name can only be shown as an alias if the surname changes, i.e., NAM/THOMPSON, ROBERT and AKA/THOMSON, BOB or any last, first, or middle name is different from that in the NAM Field (or those previously entered in the AKA Fields) for the record, i.e., NAM/SMITH, MICHAEL LEE and AKA/SMITH, LEE MICHAEL.

NCIC'S INCREASING PURPOSE

In 1967, its first year of operation, NCIC processed 2 million transactions. By the early 1990s, the System was able to process about 1 million transactions per day. An upgrade to the NCIC System in July 1999 has made it possible to now process well over 2 million transactions each day.

On March 15, 2002, NCIC set a new record for transactions processed on a single day, with 3,295,587. Less than two weeks later, on March 28, the System bettered that mark with 3,345,700 transactions. The very next week, on April 5, transactions totaled 3,608,490.

Since the events of last September 11 and the subsequent passage of the USA PATRIOT Act on October 29, NCIC has expanded not only in use, as demonstrated by the above numbers, but in purpose. Along with III and IAFIS, NCIC is becoming a bulwark in the nation's defenses against terrorism. The extensive sharing of information at all levels of law enforcement through NCIC is expected to improve the security of Americans where they live and work and wherever they may travel within our borders.

From *The CJIS Link*, Vol. 6, No. 2/Summer 2002

TIP OF THE DAY

Have you noticed the "Tip of the Day" on the new UCJIS Web System?

The "Tip of the Day" is a way to share helpful hints about navigation and use of the web based system. By sharing these tips we hope to make the UCJIS system easier to use for everyone.

If you have any helpful hints of your own that you would like to share on "Tip of the Day," please contact Lauralee Blue at BCI/Field Services at lblue@utah.gov

UCR/IBR

CONGRATULATIONS! to the latest agency to become NIBRS certified – the Salt Lake County Sheriff's Office.

Uniform Crime Reporting State Program Bulletin: Several times each year, BCI receives the *Uniform Crime Reporting State Program Bulletin* from the FBI. A summary of this information will appear in each BCI Newsletter. If you would like a copy of the State Program Bulletin, please contact BCI at 801-965-4566. The following is taken from the most recent Bulletin.

"A review of NIBRS data has revealed that there is a relatively high number of incidents submitted with a bias motivation code of "99 = Unknown" in Data Element 8A as opposed to incidents indicating a specific bias motivation (codes 11-52) or no bias motivation (88=None.) So far, two factors have been identified in contributing to the high number of unknowns:

1) NIBRS software defaulting to "99 = Unknown"
2) A misunderstanding as to the intent and utility of "99 = Unknown"

Regarding the proper use of code "99 = Unknown", page 75 of NIBRS Volume 1: *Data Collection Guidelines*, (August 2000) states that '…incidents that *do not involve any facts* indicating biased motivation on the part of the offender are to be reported as "88 = None", whereas *incidents involving ambiguous facts* (some facts are present but are not conclusive) should be reported as "99 = Unknown.'" (Emphasis added.)

In other words, if it is obvious that the incident involves no bias motivation, use code "88 = None". If it is obvious that a type of bias motivation is

involved, use the appropriate code (11-52) to indicate the type of bias. If the investigation uncovers ambiguous data, which makes it difficult to determine if the crime was in fact bias motivated, use code "99 = Unknown".

If your software is using "99 = Unknown" as a default, please contact your software vendor to let them know that this is unacceptable.

MISSING PERSON INFORMATION

CHILD IDENTIFICATION BOOKLETS

AGENCIES: - With the many highly-publicized kidnappings happening around the country this year, many parents are interested in child identification kits. Law enforcement agencies may order child identification booklets from a company called *First Impressions.*

In the stressful moments right after an abduction, it can be difficult for parents to remember their child's vital information. However, parents can fill in these booklets with fingerprints and other vital information about their child while in the privacy and comfort of their own home. Completed packets can be kept at home, at the office, or in a purse. Then, if there is an abduction, the parents have a convenient and easy to use reference to provide law enforcement with the child's vital statistics.

If desired, law enforcement agencies can have their logo imprinted on the front cover of the booklet.

For more information and booklet prices, contact Debra LaPorte at *First Impressions* at 610-828-6980, or visit their web site at www.yoursafechild.com.

RACHAEL ALERT

The large number of highly publicized kidnappings in the United States this year has also brought a great deal of attention to a program known nationally as the "Amber Plan." In Utah, this program is known as the "Rachael Alert," named after 1982 kidnap and murder victim Rachael Runyan.

Using the Rachael Alert, radio stations announce the abduction and TV stations air the child's photograph and provide important information in a "crawl" at the bottom of the television screen. This newly implemented system was first used in Utah on June 5, 2002, after the abduction of Elizabeth Smart in Salt Lake City.

The purpose of this program is to rapidly disseminate suspect and/or suspect vehicle descriptors and information to the public and law enforcement agencies statewide.
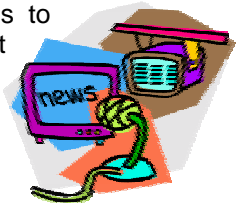
The Rachael Alert is a voluntary partnership between law enforcement and local broadcasters for generating emergency alerts to the public when a child has been abducted. Rachael Alerts are initiated solely by Utah law enforcement agencies utilizing the "Utah Rachael Alert Information" form and by meeting the guidelines set forth on that form.

Criteria for a Rachael Alert:

1. Is this believed to be non custodial child abduction?
2. Is this child 17 years of age or younger or an individual with proven mental or physical disability?
3. Is there reason to believe the victim is in imminent danger or serious bodily injury or death?
4. Is there information to send to the public which could assist in the safe recovery of the victim or apprehension of a suspect?

Do not send a "Rachael Alert" if the answer is no to any of the above questions. The alert is not to be used for cases involving custodial disputes or runaways.

For more information about the Rachael Alert program, please contact the Utah Office of the Attorney General (http://www.attygen.state.ut.us/) or the Utah Missing Person Clearinghouse (http://www.bci.utah.gov/MPC/MPCHome.html).

The form needed to submit a Rachael Alert can also be found on BCI's web site at www.bci.utah.gov/MPC/utah_rachael_alert.pdf

APPLICANT

| | LEAVE BLANK | | | | | | | | FBI | LEAVE BLANK |

APPLICANT

TYPE OR PRINT ALL INFORMATION IN BLACK **1**

LAST NAME **NAM**   FIRST NAME   MIDDLE NAME

2

SIGNATURE OF PERSON FINGERPRINTED
5

ALIASES **AKA**

ORI

UTBCI0000
UT BU CRIM IDENT
SALT LAKE CITY UT

3

RESIDENCE OF PERSON FINGERPRINTED
6

DATE OF BIRTH **DOB**
Month   Day   Year

4

CITIZENSHIP **CTZ**   **10**

| SEX | RACE | HGT. | WGT. | EYES | HAIR | PLACE OF BIRTH **POB** |

| DATE **7** | SIGNATURE OF OFFICIAL TAKING FINGERPRINTS **7** |

YOUR NO. **OCA**   **11**

LEAVE BLANK

EMPLOYER AND ADDRESS
8

FBI NO. **FBI**

ARMED FORCES NO. **MNU**   **10**

CLASS _____

REASON FINGERPRINTED
9

SOCIAL SECURITY NO. **SOC**   **10**

REF. _____

MISCELLANEOUS NO. **MNU**

| 1. R. THUMB | 2. R. INDEX | 3. R. MIDDLE | 4. R. RING | 5. R. LITTLE |

| 6. L. THUMB | 7. L. INDEX | 8. L. MIDDLE | 9. L. RING | 10. L. LITTLE |

LEFT FOUR FINGERS TAKEN SIMULTANEOUSLY | L. THUMB | R. THUMB | RIGHT FOUR FINGERS TAKEN SIMULTANEOUSLY